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## Council Meeting

December 16, 2015

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# NOTICE OF PUBLIC MEETING

**TO THE PUBLIC AND RESIDENTS OF VERNAL CITY:** Notice is hereby given that the **VERNAL CITY COUNCIL** will hold a regular meeting on **Wednesday, December 16, 2015 at 7:00 p.m.** in the Vernal City Council Chambers at 374 East Main St, Vernal, Utah.

## A G E N D A

**7:00 p.m.**

### **OPENING CEREMONY**

1. Invocation or Uplifting Thought
2. Pledge of Allegiance

### **STANDING BUSINESS**

1. Approval of the Minutes of December 2, 2015 Regular Meeting
2. Approval of the Minutes of December 7, 2015 Special Meeting

### **POLICY AND LEGISLATION**

1. Request for Approval of Infrastructure for Rockville Estates – Ken Bassett
2. Request for Amendment to the Vernal City Municipal Code - Section 13.08.020 - Customer Deposits - Ordinance No. 2015-26 – Mike Davis
3. Request for Approval of Fees for Charges for Services, Water Deposits - Resolution No. 2015-18
4. Council Committee Assignments – Ordinance No. 2015-27 – Mayor Norton
5. Uintah Health Care Special Service District Appointment – Mayor Norton
6. Request for Approval of 2016 Planning Commission Meeting Schedule – Resolution No. 2015-17 – Allen Parker
7. Appointment of Planning Commission Members - Jim Lincheten and Brock Smith – Allen Parker

### **REPORTS**

1. Public Works
2. Economic Development SSD
3. Airport Board
4. Uintah Basin Narcotic Strike Force
5. Health SSD

### **ADJOURN**

NOTE: In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify Ken Bassett, 374 East Main, Vernal, Utah 84078 or phone (435) 789-2255 at least three days before the meeting.

# MEMORANDUM

TO: Mayor & City Council

FROM: Ken Bassett, City Manager

RE: *Agenda Items of December 16, 2015 Council Meeting.*

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## POLICY AND LEGISLATION

1. **Request for Approval of Infrastructure for Rockville Estates – Ken Bassett:** Included in your binder is a separate memo addressing this agenda item and providing more detail regarding the request and the review which the City has done. I would refer you to that memo in order to have the necessary background for this agenda item.
2. **Request for Amendment to the Vernal City Municipal Code - Section 13.08.020 - Customer Deposits - Ordinance No. 2015-26 – Mike Davis:**
3. **Request for Approval of Fees for Charges for Services, Water Deposits - Resolution No. 2015-18:** Both of these agenda items will be addressed together. Mike Davis, our finance director has requested that the City Council consider changes to the deposit requirements and language provided in our utility billing ordinances providing some clarification and possibly some simplicity as to how deposits are to be made and the responsibilities of the renters and owners of premises which receive utility services.
4. **Council Committee Assignments – Ordinance No. 2015-27 – Mayor Norton:** Also included in your binder is a draft ordinance outlining the committee assignments for 2016 for the City Council members. Mayor Norton would like to have opportunity to discuss these recommended assignments with the Council. If changes are necessary, they can be done at the meeting. If the new Council Committee assignments place a new Councilmember on that District, the appropriate appointment would need to be made.
5. **Uintah Health Care Special Service District Appointment – Mayor Norton:** Included in your binder is a request from the Uintah County Commission asking that the Council reappoint Ted Munford as the City's representative on the Uintah Health Care Special Service District. Councilmember Munford has been serving on this District Board for the past 4 years.
6. **Request for Approval of 2016 Planning Commission Meeting Schedule – Resolution No. 2015-17 – Allen Parker:** This resolution simply indicates when the Planning Commission will be meeting for its regular meeting in 2016.
7. **Appointment of Planning Commission Members - Jim Lincheten and Brock Smith – Allen Parker:** Mr. Parker would like to present these two individuals to be considered as a regular member and an alternate member of the Planning Commission. I have included in your binder a list of the Commission members as we presently have and showing the members that would be coming off the Commission and those being appointed being 2016.



## MEMORANDUM

**TO:** Vernal City Council  
**FROM:** Ken Bassett  
**DATE:** December 15, 2015  
**RE:** *Acceptance of Infrastructure for Rockville Estates*

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In October of this year, the Homeowner's Association of Rockville Estates with Reed Crichfield - President, submitted a request for Vernal City to consider accepting and assuming responsibility for the infrastructure improvements of Rockville Estates.

Rockville Estates is a Planned Unit Development (PUD) that was built in approximately 2007/2008 by Gene Anfinson, developer. Mr. Anfinson specifically indicated that the infrastructure for Rockville Estates would be privately owned. As such, as the infrastructure was completed, the City did not inspect the infrastructure simply because the City was not going to assume any ownership or management of those improvements. Since that time, however, the Homeowner's Association leadership in 2010 and now in 2015 has asked the City to consider accepting these improvements simply because the HOA would prefer not to have the responsibility to maintain them in the future. Obviously, because the City initially did not inspect nor accept the infrastructure improvements, it would be necessary for the City to do an inspection of these improvements before any acceptance would be considered, and that is what has been done since receiving the request from Rockville Estates in October of this year.

Clint Morton, the City's infrastructure inspector has completed the necessary inspection report. The report has been presented to the Public Works Committee and the road superintendent and the water superintendent. Corrections have been made, and on December 10<sup>th</sup> the staff and the Public Works Committee sat down with the leadership of the HOA of Rockville Estates and presented to them the results of the inspection report.

I have included in your binder a copy of the report. From the meeting that was held on December 10<sup>th</sup> it was determined that the following would be recommended to the City Council:

1. With a chip and seal application on the roadway, the road could be accepted by the City.



2. It was determined that the curb, gutters and sidewalk were generally in compliance with the City's construction standards. However, there are just a handful of areas in the sidewalk that still need to be addressed that do not meet ADA requirements.
3. During the meeting we talked about the water utility and sewer utility as well as the storm drain infrastructure. The water system in Rockville Estates has been completed in a manner different from what we would normally require in a subdivision in the City in that 2" lines are coming off an 8" line presently servicing 17 homes in Rockville Estates. At this point in time it is not known if the Division of Drinking Water accepted the improvements as they were built by Gene Anfinson. If the City were to consider acceptance of any of the water utility, it would generally only be the 8" line that presently serves the 2" line which in turn services the homes. There are presently two master meters metering the water that is provided from the City line to the west servicing Rockville Estates. There are presently no meters to each individual home, therefore making it the responsibility of the HOA to pay the monthly water bill as billed by the City. It was determined that possibly the 8" main line could be accepted by the City as well as the sewer main line with minor maintenance work done on the sewer main line. At this point in time the staff needs to receive additional information from the Division of Drinking Water before the water line could be accepted. The storm drain system is significantly undersized and cannot be accepted by the City.

In summary, as was discussed with the HOA leadership, the streets with chip and seal maintenance and sidewalk, curb and gutter with additional attention to minor areas could be accepted by the City once these improvements have been made. Also, it was noted that if the City were to accept these streets, curb, gutter and sidewalks, the HOA would have to file the proper documents showing that the roadways were to become public right-of-ways at the expense of the HOA.

At our Council meeting on December 16<sup>th</sup>, the HOA and likely property owners in Rockville Estates will be at the meeting to hear any concerns of the City Council and also be involved in the discussion regarding this request.

**MINUTES OF THE VERNAL CITY COUNCIL REGULAR MEETING HELD  
DECEMBER 2, 2015** at 7:00 p.m. in the Vernal City Council room, 374 East Main,  
Vernal, Utah 84078.

**PRESENT:** Councilmembers Ted Munford, Dave Everett, Samantha Scott, Bert Clark, JoAnn Cowan, and Mayor Sonja Norton.

**WELCOME:** Mayor Sonja Norton welcomed everyone to the meeting.

**INVOCATION OR UPLIFTING THOUGHT:** An invocation was given by Councilmember Ted Munford.

**PLEDGE OF ALLEGIANCE:** The pledge of Allegiance was led by Councilmember JoAnn Cowan.

**APPROVAL OF THE MINUTES OF NOVEMBER 17, 2015 SPECIAL MEETING:**  
*Councilmember Dave Everett moved to approve the minutes of November 17, 2015. Councilmember Ted Munford seconded the motion. The motion passed with Councilmembers Munford, Cowan, Everett, Scott, and Clark voting in favor for a unanimous vote.*

**APPROVAL OF THE MINUTES OF NOVEMBER 18, 2015 REGULAR MEETING:**  
*Councilmember Bert Clark moved to approve the minutes of November 18, 2015 with one correction. Councilmember Samantha Scott seconded the motion. The motion passed with Councilmembers Munford, Cowan, Everett, Scott, and Clark voting in favor for a unanimous vote.*

**REQUEST FOR AMENDMENT TO THE VERNAL CITY PERSONNEL POLICIES AND PROCEDURES - AFFIRMATIVE ACTION / EQUAL EMPLOYMENT OPPORTUNITY PROGRAM - RESOLUTION NO. 2015-16:** Ken Bassett explained that there was a lot of effort taken to make sure employers were recruiting classes of individuals that are protected under federal law. Many affirmative action plans also included quotas to hire protected classes which then caused reverse discrimination for white males. This caused criticism of personnel policies that used the term affirmative action and affirmative action plans, so it was suggested that the wording "affirmative action" be stricken from personnel policies and only go with "equal employment opportunity". However, the federal government did not do away with their opinion that employers should have an "affirmative action plan" to receive federal funds. In order to make sure the City is complying with federal regulations the personnel policies are being amended to refer to "affirmative action / equal employment opportunity". Councilmember Dave Everett moved to approve Resolution No. 2015-16 as presented. Councilmember Samantha Scott seconded the motion. The motion passed with the following roll call vote:

*Councilmember Munford..... aye;*  
*Councilmember Cowan..... aye;*  
*Councilmember Everett..... aye;*  
*Councilmember Scott..... aye;*  
*Councilmember Clark..... aye.*

**MINUTES OF THE VERNAL CITY COUNCIL REGULAR MEETING HELD  
DECEMBER 2, 2015.**

**CHRISTMAS BONUS DISCUSSION:** Mayor Sonja Norton stated that she met with Councilmembers, individually, to discuss this issue and how this would affect the budget. Ken Bassett stated whatever is decided by the Council is the appropriate decision, and if a bonus is given, it is considered a gift by the employees. Councilmember Ted Munford stated even though funds are tight, this is the last area that should be cut. The employees work hard, have families, and deserve recognition by being awarded a bonus. Councilmember Dave Everett agreed, even though it may not be possible to give as large a bonus as in the past, the employees worked hard on the recent Holly Days celebration and then had to take care of the snow fall. That type of dedication keeps the City moving, and residents are comfortable with the services that are provided. Councilmember JoAnn Cowan noted that historically when the City is doing well financially, money is set aside into capital funds to help get through times when sales tax is low, and it is reasonable to give a bonus that is comparable with other government agencies. Councilmember Bert Clark agreed and stated when you look at the work ethic of the employees, they deserve the bonus as well as getting a moral boost. Councilmember JoAnn Cowan moved to approve a \$200 Christmas Bonus for all employees with a thank you note. Councilmember Ted Munford seconded the motion. Councilmember Clark verified this included the fire fighters. The motion passed with the following roll call vote:

*Councilmember Munford*..... aye;  
*Councilmember Cowan*..... aye;  
*Councilmember Everett*..... aye;  
*Councilmember Scott*..... aye;  
*Councilmember Clark*..... aye.

**CITY COUNCIL ANNUAL MEETING NOTICE - ORDINANCE NO. 2015-25:** Mayor Sonja Norton asked if the Council wanted to stay with the same schedule holding meetings on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month. After discussion, Councilmember Ted Munford moved to approve Ordinance No. 2015-25 keeping the same meeting schedule. Councilmember Samantha Scott seconded the motion. The motion passed with the following roll call vote:

*Councilmember Munford*..... aye;  
*Councilmember Cowan*..... aye;  
*Councilmember Everett*..... aye;  
*Councilmember Scott*..... aye;  
*Councilmember Clark*..... aye.

**ADMINISTRATIVE REPORTS:**

**Snow Removal:**

Councilmember Clark asked that residents be reminded to move vehicles out of the roadway for snow removal. Mayor Norton agreed and asked the staff to write an article for the paper and to include that snow cannot be placed in the roadway from someone's driveway or sidewalk. Ken Bassett stated it is not a problem when someone is manually shoveling, but when they use equipment out into the roadway, it does create problems with ice that lasts the entire season.

**MINUTES OF THE VERNAL CITY COUNCIL REGULAR MEETING HELD  
DECEMBER 2, 2015.**

93  
94 Councilmember JoAnn Cowan:

95 Mayor Norton expressed her appreciation to JoAnn Cowan for her service to the City and stated  
96 it has been a pleasure to serve with her. She noted that she got schooled by JoAnn in high school  
97 as well as here. Councilmember Munford noted that she has served for 28 years which is an  
98 incredible record. Mayor Norton stated that a retirement party has been scheduled for January  
99 13<sup>th</sup> from 4 pm to 6 pm.

100  
101 **ADJOURN:** There being no further business; Councilmember Ted Munford moved to adjourn.  
102 Councilmember Dave Everett seconded the motion. The motion passed with a unanimous vote  
103 and the meeting was declared adjourned.  
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108 ATTEST:

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Mayor Sonja Norton

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111 \_\_\_\_\_  
112 Roxanne Behunin, Deputy Recorder  
113

( S E A L )

**M**INUTES OF THE VERNAL CITY COUNCIL SPECIAL MEETING HELD  
DECEMBER 7, 2015 at 4:00 p.m. in the Vernal City Council room, 374 East Main,  
Vernal, Utah 84078.

**PRESENT:** Councilmembers Ted Munford, Dave Everett, Samantha Scott, JoAnn Cowan, Bert Clark and Mayor Sonja Norton.

**ACKNOWLEDGMENT AND APPROVAL OF SPECIAL MEETING:** Councilmember JoAnn Cowan moved to acknowledge and approve this special meeting. Councilmember Samantha Scott seconded the motion. The motion passed with Councilmembers Cowan, Scott, Munford and Everett voting in favor. Councilmember Clark was not present for the vote.

**DISCUSSION AND REQUEST FOR APPROVAL OF HEALTH INSURANCE CHANGES:** Ken Bassett reminded the Council that Arches Health Plan has found it necessary to stop doing business because of federal funding issues. At the end of the plan year the City will need to select another carrier. The insurance broker, Tim King with GBS Benefits, has been looking at other carriers to see if there was any interest in taking over the City's health insurance sooner than July. One carrier, Cigna, has submitted a good proposal for eighteen months. The benefits will remain the same as with Arches Health Plan for the first six months, and then can be looked at again in May or June to see if the City wants to change anything. Tim King explained that the proposal includes Cigna assuming all insurance commitments of Arches with Vernal City. Cigna will offer the same benefits at the same premium amount, and credit deductibles and co-payments as if no change was made for the remainder of the plan year. In July 2016, the rate will go up 7.5%. Ken Bassett stated the City had a cap of a 13% rate increase with Arches. He noted that with his experience with the insurance industry, there are significant increases every year averaging 10% to 12%. Added to that, Cigna is willing to give a transition credit of \$20,000 that reduces the increase to a net of 6%. In order to make a smooth transition, a decision is needed quickly for a January 1, 2016 effective date. Councilmember Bert Clark asked if the employees on the high deductible plan were still getting a stipend. Ken Bassett stated the City does put money into a health saving account for them. Tim King commented that this is a unique opportunity for Vernal City employees with a carrier willing to take a risk as there could be unexpected claims that are not included in the rates. Councilmember Clark asked if there have been any problems getting claims paid by Arches with the financial problems they are having. Tim King explained that although Arches is in receivership, the State is guaranteeing that claims will be paid, and so far there have not been any issues. Ken Bassett asked if there will be any problems with the Arches contract if the City changes carriers earlier than July. Tim King stated Arches is being accommodating, and once a decision is made, a termination letter will need to be sent to them. Councilmember Clark verified that employees who have already met their deductible will receive credit for it. Roxanne Behunin stated Cigna will credit the deductible and any co-payments toward the employees total out of pocket expenses for the plan year. Tim King agreed and stated a new plan year will begin in July, and this will be an 18 month contract. After further discussion, Councilmember Ted Munford moved to approve a new health insurance plan with Cigna effective January 1. Councilmember Bert Clark seconded the motion. The motion passed with the following roll call vote:

*Councilmember Munford*..... aye;  
*Councilmember Cowan*..... aye;

**MINUTES OF THE VERNAL CITY COUNCIL SPECIAL MEETING HELD  
DECEMBER 7, 2015**

*Councilmember Everett*..... aye;  
*Councilmember Scott*..... aye;  
*Councilmember Clark*..... aye.

**ADJOURN:** There being no further business; Councilmember Dave Everett moved to adjourn. Councilmember Samantha Scott seconded the motion. The motion passed with a unanimous vote and the meeting was declared adjourned.

\_\_\_\_\_  
Mayor Sonja Norton

ATTEST:

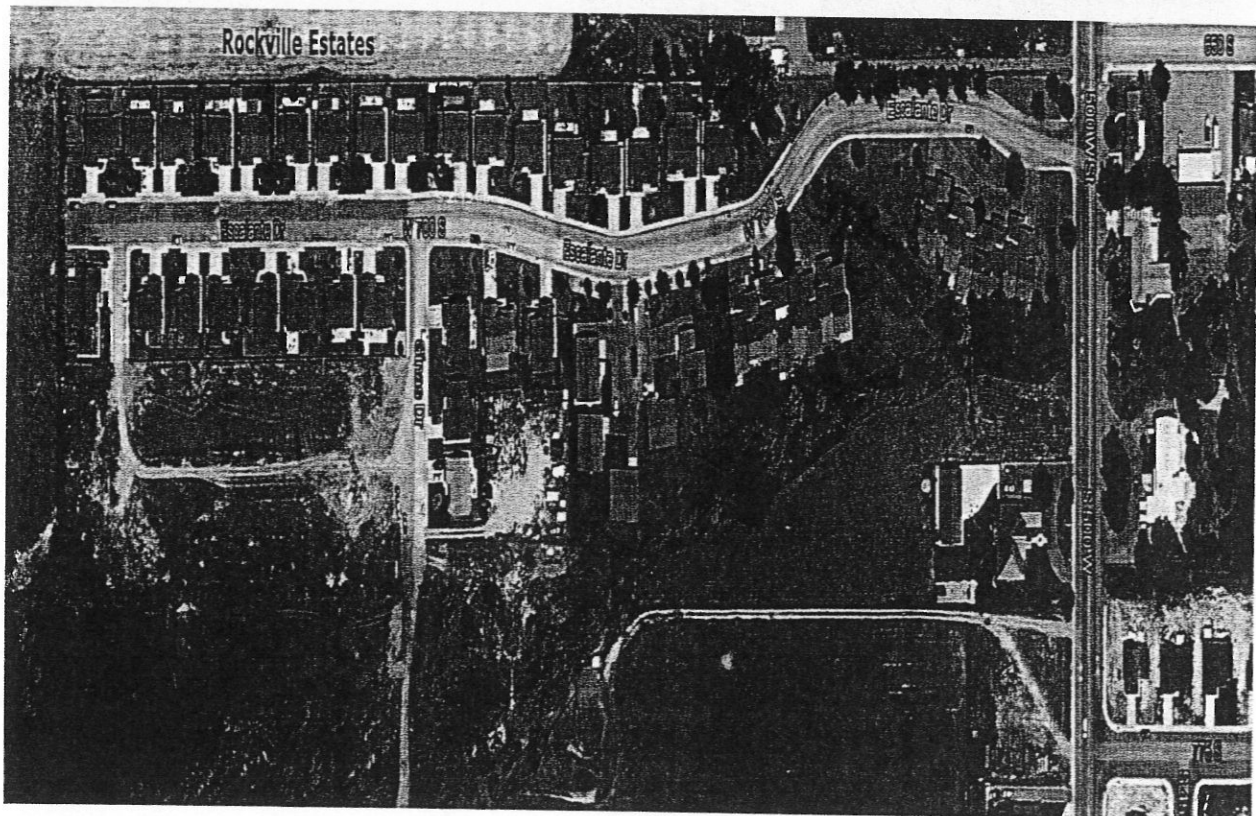
\_\_\_\_\_  
Roxanne Behunin, Deputy Recorder

( S E A L )



## Inspector: Clint F. Morton

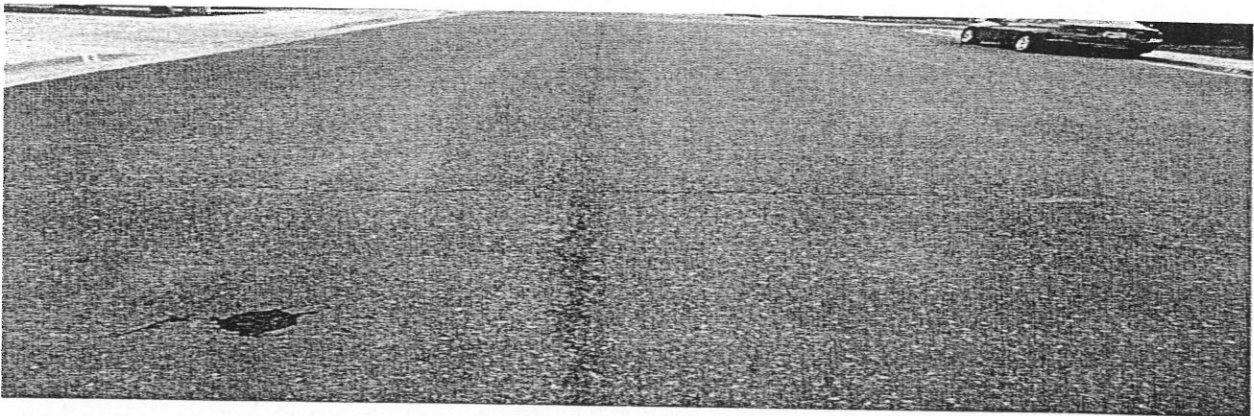
Date: 10/26/15





Rockville Estates HOA has formally requested that the city conduct inspections to review the infrastructure of Rockville Estates for city acceptance. To avoid items being missed, this process is typically performed during construction. When these inspections are done retroactively there are a number of unknown variables. However, I have done my best to inspect the infrastructure in the Rockville Estates neighborhood. The following is a report of my inspections and conclusions. I have broken each area of infrastructure up into different categories.

## Road-

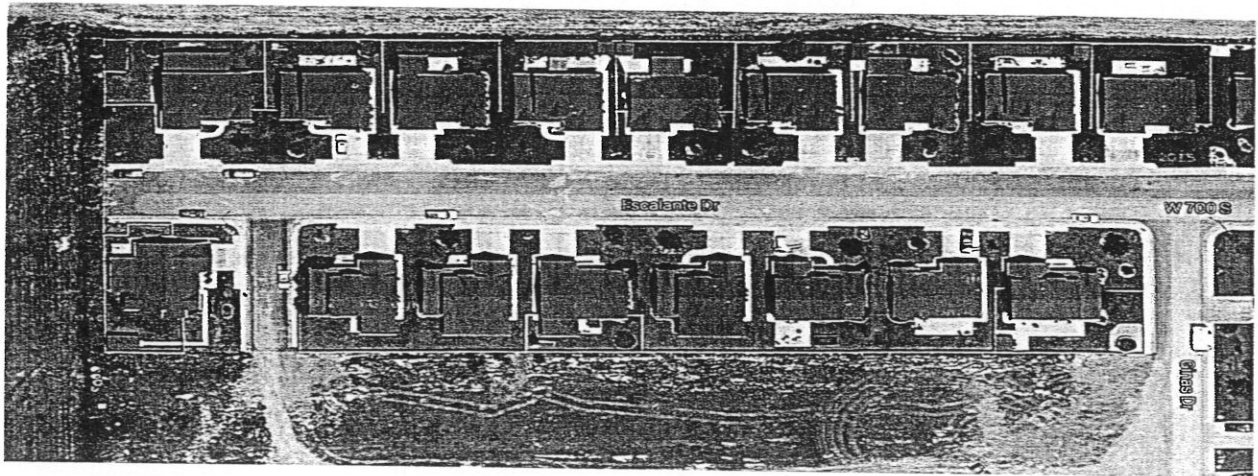


Vernal City requires that a new road be built with 8 inch subbase followed by 8 inches of compacted base material and then 2 ½ inches of asphalt. Vernal City also requires that subdivision streets be 38 feet wide unless indicated otherwise by the General Plan. New roads should also receive some type of seal treatment within the first three years of being built and be regularly maintained from there.

The portion of the road that is not owned by Vernal City is approximately 647 feet long and is 38 feet wide. The road appears to have been built to city standards and specifications and the asphalt is approximately 2 ½ inches thick. The road has never received any type of maintenance to this point, and as a result has some fatigue and several cracks. This is to be expected of a road this age, and there does not seem to be anything out of the ordinary.

In Conclusion, the road seems to be holding up well, but is definitely in need of some routine maintenance and upkeep. This road needs to receive a crack seal treatment and should be chipped and sealed prior to acceptance of the road.

## Cul-de-sac or Turnaround-

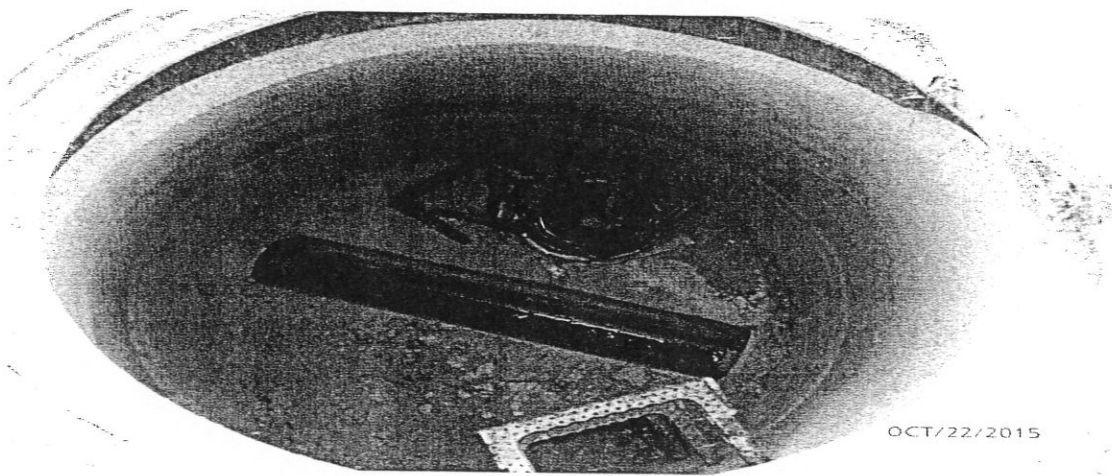


All dead end roads are required to have a cul-de-sac or other type of turnaround to allow fire trucks, snow plows, and other large vehicles, a safe option to turnaround.

Rockville Estates has a narrow road that heads to the south off of 700 south. This small road is located towards the west end of the subdivision approximately 100 feet from where 700 south dead ends. This small road is 110 feet long and around 26 feet wide. It is not wide enough to be an official city road, but it could be used as a turnaround. I met with Jeremy Raymond from the Fire District to discuss turn around options for fire trucks. According to Mr. Raymond, because of the width of 700 South, this smaller road looks to be an acceptable turn around. Turnaround requirements have many different requirements and options, but must follow appendix D of the international Fire Code. However, parking on this road and on 700 South at this location creates an issue for turnaround space. Mr. Raymond stated that he would provide a letter of acceptance if requested. Glade Allred, the Vernal City Streets Superintendent, also stated concerns about the parking along these two roads at that location.

In conclusion, I believe that this road would work as a proper turnaround, as long as there were parking regulations in place. I would suggest receiving a letter from the fire district stating that this is an acceptable turnaround spot for safety vehicles. Also due to the fact that this road is too narrow to be accepted as a city road, then this narrow road would also need to have some documentation in place to allow equipment and trucks to use it as a turnaround, but protect them from being required to repair any structural damage caused by poor maintenance.

## Water and Sewer-



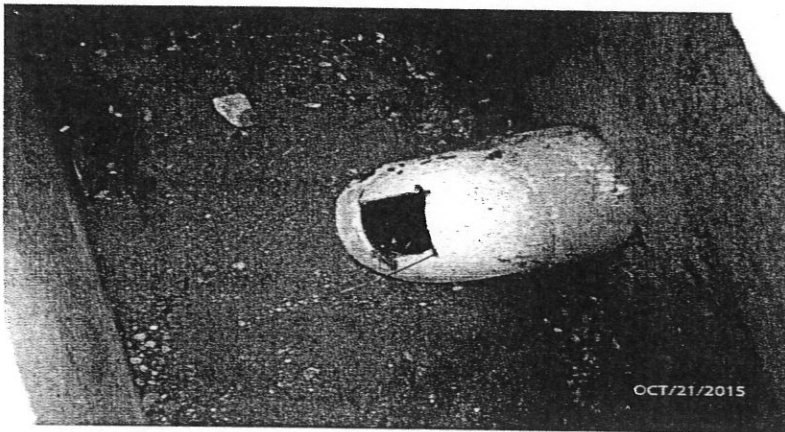
Vernal City maintains water and sewer main lines throughout the city. The city maintains the water service lines up to the water meter. From there it becomes the homeowner's responsibility. All sewer laterals are also maintained by the homeowner. Water and Sewer lines are to be a minimum of 10 feet apart.

The water and sewer lines are operating and the residents are paying for utilities. Each house has a separate sewer lateral. The sewer line seems to be operating without any issues. The sewer manhole located in Rockville Estates does contain a lot of debris and other material that looks to have been left there from construction. The sewer line does appear to be approximately 20 feet from the waterline.

The water is all master metered. There are two master meters for the entire subdivision, one on each side of the road. The meters are located approximately 150 feet from the entrance of the subdivision. There are 5 houses to the east of the master meters and 12 houses located to the west of the meters. Utility fees are paid to the HOA (Home Owners Association), and then the HOA pays the city. Mike Davis, the Water and Sewer Superintendent, stated that this can cause issues with water shutoffs if utility bills are not being paid. The waterline continues west down the road from the meters to feed water to all the houses located in Rockville estates. Therefore, if a break was to happen in this portion of the line, and Vernal City had ownership of the road, it would cause problems with who is responsible to fix both the private line and the public road. It is also unknown how the sprinkler lines in the neighborhood are connected, if they are being properly metered, and if they have backflow prevention in place.

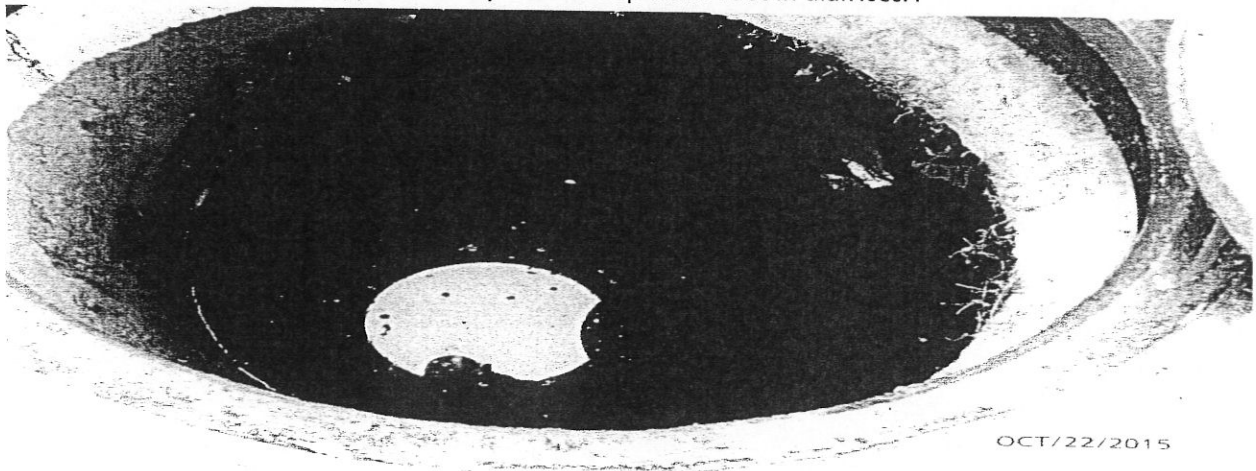
In Conclusion the sewer manhole will need to be cleaned out of all debris and garbage to protect the integrity of the sewer line. If the city were to accept the road, but not the private waterline or sewer line and there was a break in one of these lines, then the HOA would be responsible for repairing the private line and the road. This could lead to concerns about proper repairs and covering the cost for those repairs. Therefore either all of the houses need to be individually metered or some type of agreement put in place to protect the city from damage caused by the private waterline. The sprinkler lines will also need to be further inspected to ensure that backflow requirements are being met and that they are being metered.

## Storm Water-



Vernal City requires that all subdivisions have a system in place to control and retain all storm water on site. The storm water system must be large enough to retain enough storm water runoff for a 100 year storm event. Vernal city requires that all catch basins be installed with a trash baffle to prevent silt and other garbage from entering into the storm water system.

The storm water in the subdivision drains into two catch basins. These catch basins are located about 80 feet west of the entrance into the subdivision. The water flows to the east, and therefore the water that is gathered for the 80 feet before the catch basins flows east towards the next subdivision. From the catch basins water is piped into a storm water sump vault in the middle of the road. The pipe is 18 inch PVC pipe. I went with Joseph Harrison, from the sewer department, and videoed the pipe. It appears to be in good condition, but it has several inches of silt resting on the bottom. The catch basins were not built with the trash baffles in place as per Vernal City Spec. The PVC pipe in the catch basins turns down at a 90 degree angle. There is enough dirt and garbage at the bottom of each of the catch basins that the entrance to the pipe is plugged off. As a result a small hole has been cut in the top of the pipe to allow water in. This also allows trash and other debris to flow freely into the storm water vault. The sump vault is not dissipating water very quickly due to all of the dirt and debris that has entered into it. The vault is a circular vault approximately 5 feet deep and 5 feet in diameter.



By my calculations that will hold around 734 gallons of water. I do not know the specifications of the

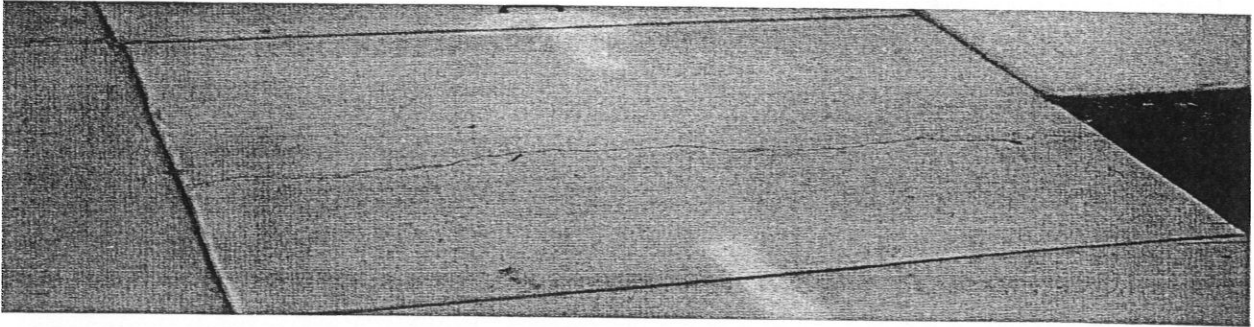
vault, and how quickly it will dissipate water. Therefore, it would need to be tested and certified by an engineer that is registered with the Utah Department of Occupational and Professional Licensing to determine if it meets current city requirements for a storm event. However, it does appear to me that this system was not designed for a 100 year storm event. When the system was installed the city requirements were not as stringent. With the current system, any extra water continues towards 500 West and ends up in the Ashton Gulch.

In conclusion it would be necessary to receive an engineering inspection to know exactly how much storm water is being retained on site. The storm water vault, catch basins, and pipe would also need to be cleaned out to ensure that the system is in proper working order and at full storage capacity. The catch basins also need to have trash baffles installed as per Vernal City Specifications.

*(See Attached Report from Daren Anderson of CRS Engineering)*

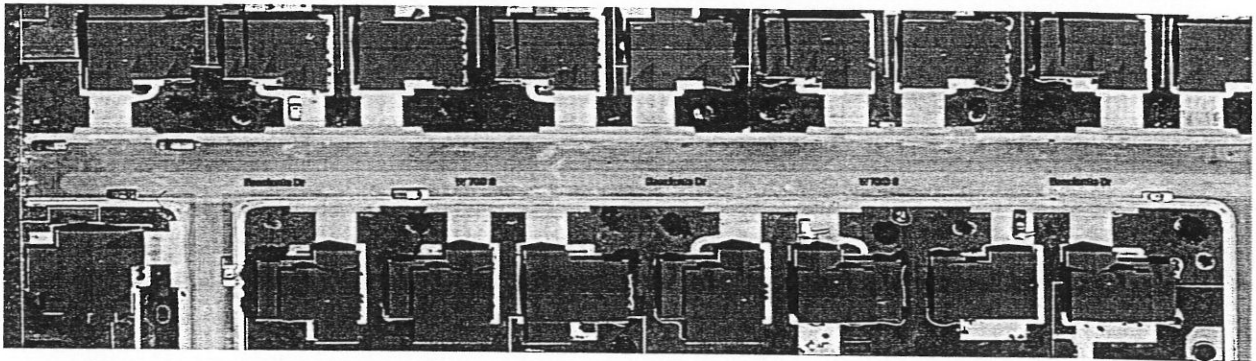


## Sidewalks-



Vernal City follows all ADA (American's With Disabilities Act) guidelines for all city sidewalks. Sidewalk must be built with no more than a 2% cross slope. ADA ramps cannot be greater than 8.3% running slope and must provide a landing that is less than 2% by 2% for directional turning. Sidewalk through drive approaches must also follow ADA guidelines.

The neighborhood has gone through some extensive work to try to come into compliance with ADA guidelines. Four feet of level sidewalk has been installed behind all of the drive approaches to address much of the ADA issues within the sidewalk.



These new portions of sidewalk appear to be located in the property of the home owners. Therefore if the sidewalk is accepted by Vernal City, it would be necessary to have these portions of sidewalk granted as public right of way. The existing sidewalk seems to be holding up well. There are several areas where there is minor cracking or minor trip hazards, but there are no major problem areas. The existing ADA ramps have also received a lot of work to come into compliance. However, two of them are just slightly off. One of them has a ramp that is over the 8.3% maximum slope by about 1%. The other has a landing that is about 1% over the 2% maximum slope required. There is still approximately 230 feet of sidewalk that is out of compliance due to excessive cross slope. These areas have sidewalk that has a cross slope of greater than 2%. Approximately half of the sidewalk that is out of compliance could be considered extreme with anywhere between 4% and 7% cross slopes.

In Conclusion the subdivision has put forth great effort into coming into ADA compliance, and is a lot closer than they have been in the past. However to come into strict ADA compliance there is still much of the sidewalk that needs addressed.

## Fire Hydrants-



Fire Hydrants should be installed within 500 feet of any home. They should be installed in such a manner that the hose connection is high enough off the ground to allow for easy opening. They should also have a breakaway flange on the bottom of the hydrant that is installed at least two inches above the ground.

There are two fire hydrants located within the Rockville Estates subdivision. One is located towards the east end of the road near the entrance, and the other is located at the far west end of the road at the dead end. These appear to be close enough to cover the 500 foot requirement. The western hydrant measures approximately 16 inches to the hose connection, and the breakaway flange sits up off the ground a sufficient amount. The eastern hydrant measures approximately 12 inches to the hose connection. It also has a visible breakaway flange, but the flange is right at ground level.

In conclusion the two hydrants are more than sufficient to cover the area properly in case of a fire. The eastern hydrant should be raised up to ensure that it would breakaway if hit by a vehicle. The hydrants should also be tested and certified to make sure that they are in proper working order.

## Summary-

As stated in this report, Rockville Estates has taken great strides in improving the current infrastructure of the neighborhood and have tried to bring it into current Vernal City Standards. However, there are still many areas that need to be improved. It should be noted that due to retroactive inspections there are areas of the infrastructure that are unknown. Subbase materials, compaction results, utility connections and integrity concerns could be discovered as further studies and inspections take place. Therefore additional items of coverage may appear as they are detected in future findings. At this time it would be my recommendation that many of the infrastructure concerns mentioned in this report be addressed before Vernal City makes a decision regarding acceptance.



Clint,

I have calculated the required storm water detention needed for Escalante Dr. from Ginas Dr. going west to the end of the street. The length of this section is approximately 680 feet and the width of the impervious section of the road is approximately 51 feet. Based on these dimensions the required detention volume for storm water is 34,680 cubic feet.

It appears that the existing storm water manhole has a capacity of 118 cubic feet, this does not include any volume outside of the manhole that might exist due to the fact that we are unable to determine what is there.

As you can see the difference is substantial. In designing a detentions facility for the current requirement we would want to determine the infiltration rate of the existing soil in order to reduce that storage volume.

It is my opinion that the existing system does not have the capacity to meet the current requirement of 34,680 cubic feet.

Let me know if you need anything else or if you have any questions.

Thanks,

Daren S. Anderson, PE  
Vice-President

**CALDWELL RICHARDS SORENSEN**

## ORDINANCE NO. 2015-26

**AN ORDINANCE AMENDING THE VERNAL CITY MUNICIPAL CODE AMENDING APPLICATION FOR SEWER AND WATER SERVICE- SECTION 13.08.020 - CUSTOMER DEPOSITS.**

**WHEREAS**, the City Council finds that the regulation of water service within the City is necessary for orderly growth and conduct of business within the City, and;

**WHEREAS**, the City Council deems it to be in the best interest of the health, safety and welfare of the citizens to incorporate the following changes to the provisions of the Vernal City Code, and;

**WHEREAS**, the City Council has received input from the public at large in duly noticed open meetings, and has considered and discussed the advantages and disadvantages of such regulation.

**BE IT ORDAINED BY THE CITY COUNCIL OF VERNAL CITY, UTAH AS FOLLOWS:**

**Section 1. Section 13.08.020 is hereby amended to read as follows**

**13.08.020 Customer deposits.**

A. Utility users who are not the owners of the premises on which utility service is being supplied shall pay to the City for deposit with the City Treasurer an amount sufficient to cover the cost of utility rates which may accumulate. The amount of the deposit shall be set by ~~ordinance~~ resolution of the Vernal City Council and shall be made as part of the annual budget of the City.

B. Prior to providing utility service to any property of which the utility user occupying the premises on the property is not the owner of the property itself, Vernal City shall require the owner of the property to complete and submit to the City an owner's payment guarantee form which will guarantee to the City payment of any and all water, sewer or garbage billings billed by the City for such services to the property. If the owner specifies in the owner's payment guarantee form that all utility billings are to be sent to the owner, no deposit for utility services to the property shall be required. ~~If the owner specifies in the owner's payment guarantee form that all utility billings are to be sent to the user occupying the premises on the property, and if the owner will be responsible for any delinquent accounts, a deposit of fifty (50) dollars shall be deposited with the City Treasurer prior to the utility service being provided. If the owner fails to properly complete and submit to the City the owner's payment guarantee form or if the owner refuses to accept responsibility for any delinquent accounts for utility services, utility services to the property will only be made after a deposit fee of one hundred (100) dollars has been deposited with the City Treasurer.~~

**C** The City Treasurer shall issue a receipt of deposit for all deposits made. The amount deposited shall be refunded to the consumer; provided, that no payments for utility services have

become delinquent during a twelve (12) month period of service or when services are terminated. The amount refunded shall include interest earnings computed at the average passbook savings rate of interest.

D. All bills for utility services must be paid promptly without reference to the deposit. Whenever any consumer of utility services shall have failed to pay for the utility services rendered to such premises, the money deposited or any part thereof may be applied to payment of such delinquent bill by the City Treasurer. (Added during 1993 recodification)

**SECTION A. REPEALER.** All former ordinances or parts thereof conflicting or inconsistent with the provisions of this ordinance or of the code are hereby repealed.

**SECTION B. SEVERABILITY.** The provisions of this ordinance shall be severable and if any provision thereof or the application of such provision under any circumstances is held invalid and it shall not affect the validity of any other provision of this ordinance or the application in a different circumstance.

**SECTION C. EFFECTIVE DATE.** This ordinance shall take effect the day after publication the 23rd day of December, 2015.

\_\_\_\_\_  
Mayor Sonja Norton

ATTEST:

\_\_\_\_\_  
Kenneth L. Bassett, City Recorder

( S E A L )

Date of Publication: \_\_\_\_\_

**A RESOLUTION OF THE VERNAL CITY COUNCIL AMENDING THE CHARGES FOR SERVICES FOR WATER CONNECTION DEPOSITS.**

**WHEREAS, the Vernal City Council of Vernal City desires to amend charges for service.**

**NOW THEREFORE, be it ordered and resolved by the Vernal City Council as follows:**

**SECTION 1. CHARGES FOR SERVICE.**

<b>Fees:</b>	<b>Water Deposit</b>	
	Renters	<del>\$100</del> 150
	Owners	-0-

<b>Fees:</b>	<b>Water turn on charge</b>	
	after delinquency disconnect	\$20

**SECTION 3. SEVERABILITY.** The provisions of this resolution shall be severable and if any provision thereof or the application of such provision under any circumstances is held invalid, it shall not affect any other provision of this resolution or the application in a different circumstance.

**SECTION 4. EFFECTIVE DATE.** This resolution shall become effective January 1, 2016.

PASSED, AND ADOPTED this 16<sup>th</sup> day of December, 2015.

\_\_\_\_\_  
Mayor Sonja Norton

ATTEST:

\_\_\_\_\_  
Kenneth L. Bassett, City Recorder

( S E A L )

**AN ORDINANCE PRESCRIBING THE COMMITTEE AND BOARD ASSIGNMENTS OF THE VERNAL CITY COUNCIL FOR 2016.**

**BE IT ORDAINED BY THE CITY COUNCIL OF VERNAL CITY, UTAH:**

**SECTION 1. COMMITTEE AND BOARD ASSIGNMENTS OF THE CITY COUNCIL.**

The Committee and Board Assignments for the City Council of Vernal City has been set for 2016.

**SECTION 2. REPEALER.** All former ordinances, or parts thereof, conflicting or inconsistent with the provisions of this ordinance or of the code hereby amended are hereby repealed.

**SECTION 3. SEVERABILITY.** The provisions of this ordinance shall be severable; and if any provision thereof or the application of such provision under any circumstance is held invalid, it shall not affect the validity of any other provision of this ordinance or the application in a different circumstance.

**SECTION 4. EFFECTIVE DATE.** This ordinance shall take effect January 1, 2016.

**PASSED, ADOPTED AND ORDERED PUBLISHED** this 16<sup>th</sup> day of December, 2015.

ATTEST:

\_\_\_\_\_  
Mayor Sonja Norton

\_\_\_\_\_  
Kenneth L. Bassett, City Recorder

( S E A L )

Date of Publication: \_\_\_\_\_

# VERNAL CITY COUNCIL COMMITTEE AND BOARD ASSIGNMENTS

## 2016 Board Assignments

### ADMINISTRATIVE COMMITTEE

Ted Munford  
Sonja Norton

### AFFORDABLE HOUSING SUB-COMMITTEE & REGIONAL HOMELESS COMMITTEE

~~JoAnn Cowan~~ Dave Everett

### AIRPORT ADVISORY BOARD

Bert Clark

### ANIMAL SERVICES DISTRICT

Dave Everett

### BOARD OF ADJUSTMENT

Samantha Scott

### CEMETERY BOARD

Bert Clark

### CHAMBER OF COMMERCE

Sonja Norton

### CONSOLIDATED DISPATCH GOVERNING BOARD

~~Ted Munford~~ Travis Allan

### FIRE SUPPRESSION DISTRICT

~~JoAnn Cowan~~ Ted Munford

### HEALTH CARE SERVICES DISTRICT

~~Ted Munford~~ Travis Allan

### IMPACT MITIGATION SPECIAL SERVICE DISTRICT

Sonja Norton

### UBAG & ECONOMIC DEVELOPMENT BOARD / RLF BOARD

Sonja Norton

### UINTAH COUNTY / VERNAL CITY INTERLOCAL AGENCY

Bert Clark  
Sonja Norton

### DOWNTOWN MERCHANTS ASSOC.

Samantha Scott

### PARKS & RECREATION DISTRICT

Samantha Scott

### PLANNING COMMISSION

Samantha Scott

### PUBLIC SAFETY COMMITTEE

~~JoAnn Cowan~~ Travis Allan  
Ted Munford

### PUBLIC WORKS COMMITTEE

Dave Everett  
~~Ted Munford~~ Bert Clark

### RECYCLING SUB-COMMITTEE

Bert Clark

### SEWER MANAGEMENT BOARD

Dave Everett  
Bert Clark

### UINTAH BASIN ASSISTANCE COUNCIL

~~JoAnn Cowan~~ Dave Everett

### UINTAH BASIN NARCOTICS STRIKE FORCE GOVERNING BOARD

~~Dave Everett~~ Travis Allan

### VICTIM ADVOCACY

~~JoAnn Cowan~~ Ted Munford

### YOUTH CITY COUNCIL

Samantha Scott



# UINTAH COUNTY

STATE OF UTAH

*Our Past is The Nation's Future*

COMMISSIONERS:

Michael J. McKee

William C. Stringer

Mark D. Raymond

ASSESSOR - Barbara Simper

ATTORNEY - G. Mark Thomas

CLERK-AUDITOR - Michael W. Wilkins

RECORDER - Brenda McDonald

TREASURER - Wendi Long

SHERIFF - Vance Norton

SURVEYOR - John Slauch

December 11, 2015

Ted Mumford,

We, the Commissioners of Uintah County, would like you to be reinstated as a Uintah Health Care Special Service District Board Member. We do appreciate all the service you have given on behalf of Uintah County.

Best Regards,

UINTAH COUNTY COMMISSIONERS

Michael J. McKee, Chairman

Mark D. Raymond

William C. Stringer



**A RESOLUTION PRESCRIBING THE TIME AND PLACE FOR HOLDING THE REGULAR MEETINGS OF THE VERNAL CITY PLANNING COMMISSION FOR 2016.**

**BE IT ORDAINED BY THE CITY COUNCIL OF VERNAL CITY, UTAH:**

**SECTION 1. TIME AND PLACE OF REGULAR MEETING OF THE VERNAL CITY PLANNING COMMISSION.** The Planning Commission of Vernal City will conduct its regular meetings for 2016 on the second Tuesday of each month, such regular meetings to commence at 7:00 p.m. in the Vernal City Council Chambers at 374 East Main, Vernal, Utah.

**SECTION 2. Severability.** The provisions of this resolution shall be severable and if any provision thereof or the application of such provision under any circumstances is held invalid, it shall not affect any other provision of this resolution or the application in a different circumstance.

**SECTION 3. Effective Date.** This resolution shall become effective January 1, 2016.

**PASSED, AND ADOPTED** this 16th day of December, 2015.

\_\_\_\_\_  
Mayor Sonja Norton


ATTEST:

\_\_\_\_\_  
Kenneth L. Bassett, City Recorder

( S E A L )



## MEMORANDUM

DATE: December 15, 2015  
TO: Vernal City Council, file  
FROM: Allen Parker   
RE: Planning Commission Appointments

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I have four names that I would like to present to the City Council for consideration and appointment to the Planning Commission. The First is **Rory Taylor**. Rory is currently serving on the Planning Commission and his term will expire at the end of December. He has said that he is interested in continuing his service on the Planning Commission and would like to serve another term. He has served the City well in the past and I would very much like to have his continued service.

The second is **Adam Ray**. Adam is currently serving on the Planning Commission and his term will expire at the end of December. He has said that he is interested in continuing his service on the Planning Commission and would like to serve another term. Adam has contributed much to the Planning Commission in the past and I would like to see him continue in his service.

The other two names I am presenting are **Jim Linschoten** and **Brock Smith**. Jim has served for years on our Board of Adjustment and works for Grand Valley Bank. Brock manages the Best Western Dinosaur Inn. Both have expressed an ongoing interest in the future of Vernal and would like the opportunity to serve. I think both will be a real asset to the Planning Commission and Vernal City. In summary, this is what I am proposing:

**Rory Taylor** reappointed as a regular member of the Planning Commission, filling a new four year term beginning January 1<sup>st</sup>.

**Jim Linschoten** appointed to fill the vacancy created by Scott Gessell's departure. This will be a four year term as a regular member of the Planning Commission, beginning January 1<sup>st</sup>.

**Adam Ray** reappointed and moving from an alternate member to a regular member, filling the vacancy created by Mike Drechsel's departure. His appointment will fill the remainder of Mr. Drechsel's term, which expires on the 31<sup>st</sup> of December, 2017.

**Brock Smith** appointed to fill the vacancy created by Adam Ray's move to fill Mike Drechsel's vacated seat. This will be a four year term as an alternate member of the Planning Commission, beginning January 1st.

# VERNAL CITY PLANNING COMMISSION MEMBERSHIP AND 4-YEAR TERMS

## MEMBERS

NAME	TERM EXP.	WORK #	HOME OR CELL #	ADDRESS	APPOINTMENT	EMAIL
Ken Latham	12-31-17		789-5283	431 W 400 S	Appt. 01-15-14 to 4 year term	<a href="mailto:hklatham@gmail.com">hklatham@gmail.com</a>
Samantha Scott	Council	789-1154	650-7938	95 S 200 W	Appt. 01-15-14	<a href="mailto:spoofs_coffee@yahoo.com">spoofs_coffee@yahoo.com</a>
Rory Taylor	12-31-15 Reappt		219-6286	1185 S 650 W	Appt. 08-20-14 to fill unexpired	<a href="mailto:rory.benjamin@gmail.com">rory.benjamin@gmail.com</a>
Kathleen Gray	12-31-16		789-1790 828-6470	165 E 400 S	Appt. 12-12-12 to 4 year term	<a href="mailto:katleen.gray@gmail.com">katleen.gray@gmail.com</a>
Mike Dreehse Adam Ray	12-31-17 Finish term		789-2156 790-0867	150 S 1500 W	Appt. 01-15-14 to 4 year term	<a href="mailto:adamray@yahoo.com">adamray@yahoo.com</a>
Scott Gessell Jim Lincheten	12-31-15 New term				Appt. 01-21-15 to fill unexpired	
Kimball Glazier	12-31-17		789-1186 621-7079	380 W 1070 S	Appt. 08-20-14 to fill unexpired	<a href="mailto:glazierconst@gmail.com">glazierconst@gmail.com</a>

## ALTERNATES

Kam Pope Vacant	12-31-15 New term				Appt. 12-17-14 to fill unexpired	
Isaac Franeiseo Vacant	12-31-17				Appt. 08-20-14 to fill unexpired	
Adam Ray Brock Smith	12-31-15 New term				Appt. 12-08-11 to 4 year term	

## STAFF

Allen Parker	789-2271	Asst. City Manager / Planner	<a href="mailto:aparker@vernalcity.org">aparker@vernalcity.org</a>
Corey Coleman	789-2271	Building Official	<a href="mailto:ccoleman@vernalcity.org">ccoleman@vernalcity.org</a>
Sherri Montgomery	789-2255	Administrative Clerk	<a href="mailto:smontgomery@vernalcity.org">smontgomery@vernalcity.org</a>
Gay Lee Jeffs	789-2271	Administrative Secretary	<a href="mailto:gjeffs@vernalcity.org">gjeffs@vernalcity.org</a>